

Peter Brown

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To whom it may concern:

I am writing in response to your ad in Sunday's *Inquirer* for word processors at home.

I use Microsoft Word for Windows (word 6.1) and Lotus Word Pro. I have several years experience in word processing and typesetting.

At this point, I am generally available a good deal of the time. There are some exceptions which I will always know of in advance and will be happy to discuss with you.

A resume is enclosed.

Thank you for your consideration. I look forward to your response.

Sincerely,

Peter Brown